



## 2010 Conference Committee: August 19, 2009

**Attended by:** Kim Adams, Paula Baratta, April Kane, Susan Kaplan, James Keebler, Karen Klapperstuck (recorder), Mary Mallery, Enola Romano, Kathy Schalk-Greene, Lynn Schott, Patricia Tumulty, Susan Briant, Mary Romance,  
**Not Attending:** Stephanie Bakos, Marian Bauman, Ann Grice, CL Quillen, Heidi Cramer

### Committee Ground Rules:

- Use email subject line: NJLA 2010 Conference
- Start/end meetings on time
- Respect for/open to new Ideas
- Food is Good and is a shared responsibility
- Agenda will go out ahead of time
- reminders ... frequently
- Use Google Docs as a central storage place for working documents
- Use NJLA WIKI for finished, ready-for-prime time documents
- Google Calendar
- Work smarter!

**Budget** approx \$65,000 facilities, \$5,700 printed program, \$25,000 speakers (fees + travel)

**Theme** is *Libraries are Main Street: Essential Places in Your Communities* (everyday advocacy). *Is there a pithier way to say this?* Let's use this theme in the exhibits (Main St., Market St., High St., etc) and elsewhere in the venue where appropriate.

James reviewed **evaluations** from 2009 conference. He will put raw data on Google Docs. Perhaps in 2010 we can have evaluations available via kiosk throughout the conference. Remember to look for comments and posts on Facebook and Twitter for on the fly evaluations.

We **deconstructed the conference experience** by kind of activity. Among the comments:

- Preconferences need to be compelling. These are an inexpensive way to get to an expensive or otherwise out of reach program.
- Maybe expand the brown bag lunches – very helpful for those not attending luncheons
- For 2010, what will change for members who want to attend? Whether they are the new/excited members or shell-shocked?
- How to get more sponsorship out of vendors:
  - Look at sponsorship levels at next meeting
  - Can we sell “commercials”?

We reviewed the **conference work plan**

### Follow-up:

Lynn: will update FormSite form. Target date for proposal form completion is September 1

James: will get in touch with Amy Kearns regarding the wiki

Karen: will set up an email for the conference co-chairs to send proposals to (keep inboxes unclogged!)

James and Karen: will work on room assignments (the conference grid!)

Nola: will edit and update existing transportation information

Kim: will write the articles for the NJLA newsletter (October and January)

Kathy: will post 2010 & 2011 contracts with Ocean Place on Google Docs

will contact CL about working with Sue Fichtelberg on the Barnes and Noble bookstore and author alley?

Will contact Ann Grice to work with Marian Bauman on A/V (as an aside, Karen spoke with Marian last night and she was also planning on recruiting one the librarians from her library, Krista Wittenberg-Horan, to assist with A/V at the conference)

Susan: will come up with a pithy conference catch phrase for her theme

Will contact Emerging Leaders regarding volunteering for conference committee duties

Will provide food for September meeting

April: offered Woodbridge PL for meeting space

Mary: will manage Poster Session Registrations

Meeting Dates (locations to be announced):

- September 17 – NJLA leadership 10 am – 12:30 pm, conference committee 1:30- 3:30 pm @ Monroe Twp
- October 29 – 10 am -12:30 pm
- November 19<sup>th</sup> – Co-chairs meet to review program proposals
- December 8
- February 18
- April 1 – Committee meeting @ hotel in AM, then co-chairs walk-thru with hotel staff in afternoon
- April 26-28 – CONFERENCE
- June – wrap up meeting, date TBD